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10 April 1986

MEMORANDUM FOR: Deputy Director for Administration

FROM: Henry P. Mahoney
Director of LogisticsSUBJECT: Report of Significant Logistics Activities for
the Period Ending 9 April 1986 []

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1. Events of Major Interest That Have Occurred During the
Preceding Week:

a. Representatives from the Office of Logistics (OL) and the Foreign Broadcast Information Service (FBIS) met to discuss the modernization schedule that will be implemented upon their relocation []. The FBIS representative indicated that the planned move [] in December 1986 will be followed by the implementation of the wire service systems by June 1987 and the initial operating capability by late summer 1987. []

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* b. OL supplied recording expertise, equipment, and the services of a professional narrator to create a sound track to be used in a highly sensitive motion picture about satellite reconnaissance. This is an Office of Development and Engineering project which was monitored by a Lawrence Livermore Laboratory representative at the Printing and Photography Building. []

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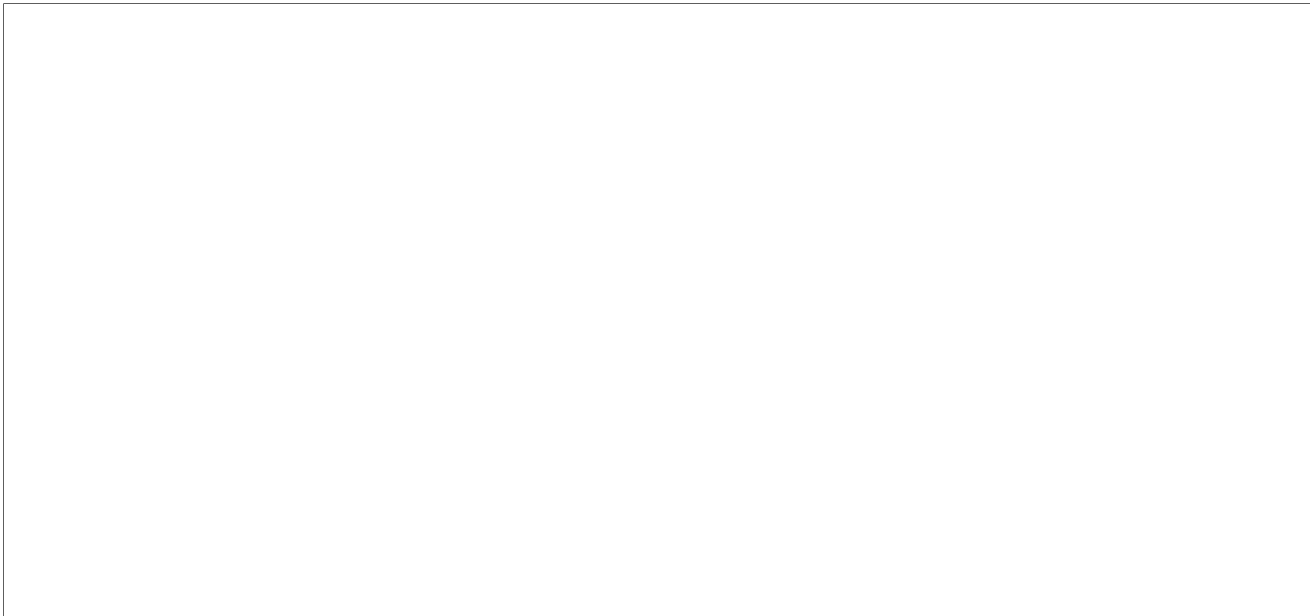
c. Effective 15 April, OL will have an additional 2,000 square feet of office space under lease on the first floor at Chamber of Commerce Building. This space is adjacent to portions already under direct lease and being used by Office of Training and Education. Approximately 45 percent of the first floor is now under direct lease to the Agency. []

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25X1 d. OL awarded a \$678,800 contract to Suburban
25X1 Contractors, Incorporated, for the construction needed [redacted]
25X1 [redacted] for the Polygraph Division expansion. Construction
25X1 is scheduled to start on 7 April and the completion date is
25X1 projected for mid-June. [redacted]



25X1 g. OL reports that commencing the weekend of
12 April, trees will begin to be removed from parking islands
in the South Parking Lot in preparation for the
reconfiguration of this parking area. [redacted]

h. Requests for Proposals have been sent out to
potential bidders by OL for renovation of 11,759 square feet
of space in the 2G, 6E, and 6F corridors for the DI
Counterterrorist Center. The contract will be awarded on 11
April, and work is scheduled to begin on 14 April. This
renovation project will be performed in the following phases:

Phase I: The scope of work in the 6F corridor will
be divided into two areas: (1) Rooms 6F20-44,
consisting of 4,690 square feet of space, are
scheduled to begin on 14 April and be completed and
ready for occupancy by 23 May; (2) Rooms 6F43-45,
consisting of 2,000 square feet, are scheduled to
begin 28 April with completion and occupancy
anticipated by 23 May.

Phase II: The area of 2G09-27, consisting of 2,790
square feet, is scheduled to commence 2 June and be
completed by 27 June.

Phase III: The area of 6E2910-11, consisting of 2,030 square feet, is scheduled to begin 7 July and be completed by 28 July.

* i. To enhance the security of the DCI Parking Garage, an auto-alert system to notify the guard of approaching vehicles and additional flood lighting to illuminate the DCI garage entrance have been installed by OL. The pop-up barrier project has also been completed.


* m. OL resumed negotiations with Smith, Hinchman and Grylls Associates, Incorporated (SH&G), after they were suspended when an agreement could not be reached on the cost proposal presented by SH&G for the refitup design on the new Headquarters Building. The final price was negotiated down from \$385,912 to \$295,601.

* n. OL representatives met with two committees made up of concerned McLean and neighboring citizens affected by the proposed changes to Route 123. They were presented with the design alternatives for Route 123 in conjunction with engineering conclusions from the Virginia Department of Highways and Transportation. The Director of Logistics is scheduled to brief the DDA on 11 April regarding the meeting.

25X1 o. OL reports that the new Headquarters Building construction contractor is scheduled to begin installation of precast concrete panels in the courtyard area of the new Headquarters Building facing the cafeterias beginning on or about 9 April. [redacted]

2. Significant Events Anticipated During the Coming Week:

25X1 The first running of a midcareer course for blue-collar employees is scheduled for 14 through 17 April at [redacted]
25X1 This course was initiated as a result of a study conducted by OL managers and OL training personnel. [redacted]

 Henry P. Mahoney

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PRINTING AND PHOTOGRAPHY DIVISION
WEEKLY REPORT FOR PERIOD OF
3 April - 9 April 1986

I. Items or Events of Major Interest that have Occurred
During the Preceding Week

NO * A. The Office of Logistics, Printing and Photography Division (OL/P&PD) ^{was} ~~has been~~ contacted by Air Force representatives for the Congressional Budget Justification Books (CBBJ) regarding reprinting of the tabular material from volume 4. Changes in the tables were ^{caused} influenced by the impact of the Gramm-Rudman-Hollings Act and will ~~most~~ probably ~~also~~ require corresponding revisions in volume 1, the Intelligence Community Staff overview volume.

NO * B. The Office of Logistics, Printing and Photography Division (OL/P&PD) is continuing to study secure printing. Last week representatives from P&PD met with Videojet Systems International, a leader in the field of Ink Jet printing, to discuss the feasibility of adapting the Ink Jet system to the current offset method used by P&PD. Discussions during the meeting led P&PD to the conclusion that, although Ink Jet printing would be a valuable system, its application to the 40-inch 2/color Miehle offset press would not be a feasible alternative to the current Xerographic method. During the investigation P&PD and Videojet concluded that special design and alterations would be necessary to adapt the system to the 40-inch Miehle offset press utilized by P&PD. Other problems discussed during the meeting revealed that the inks used in the Videojet system may not be compatible with the oil based inks currently used in the offset process. The cost of the basic system was estimated at \$12,000, while the total package was estimated between \$150,000 and \$200,000. The major cost in this package can be attributed to Research and Development. In light of the fact that P&PD may experience

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future budget cuts, the decision was made to reject the possible installation of the ink jet system to the 40-inch Miehle press. P&PD is still however, seeking alternative methods for Secure Printing.

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C. The Office of Logistics, Printing and Photography Division (OL/P&PD) representatives met with two members of Xerox Corporation on Wednesday, 2 April 1986 to further discuss their earlier proposal of a total buy-out of the Agency's Xerox copier fleet. While a total buy-out would not be practical, there are advantages to purchasing some of the larger copiers (model 1075). With each purchase of a model 1075, Xerox will give the Agency a model 1038 desk top copier at no cost other than the maintenance. P&PD is in the process of selecting several pieces of the equipment proposed and plans to meet again with Xerox to discuss the selections.

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* D. This past week the Office of Logistics, Printing and Photography Division (OL/P&PD) provided three days of sound recording and two days of editing for the Directorate of Administration, Office of Training and Education (DDA/OTE) Spanish Language Department. This particular project will require several days of editing and selecting music by P&PD to generate audiotapes for use at a ten day Spanish Survival Course beginning in May to be held at the Chamber of Commerce building.

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E. On Friday, April 4, the Office of Logistics, Printing and Photography Division (OL/P&PD) contacted a representative from Enco Printing Products to arrange a sample test of their printing plates. Sample testing and price competitiveness of Enco plates will be used to determine whether P&PD should change plate suppliers or continue to purchase offset printing plates from Polychrome. A meeting with Enco is scheduled for Thursday morning, 10 April, for preliminary discussions.

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F. Representatives of the Office of Logistics, Printing and Photography Division (OL/P&PD) met with a representative of the Foreign Broadcast Information Service (FBIS) ~~on Friday, 4 April~~ to discuss the modernization schedule that FBIS plans to implement upon ~~their~~ relocation. The FBIS representative indicated that FBIS plans to move to [redacted] in December 1986 and implement their wire service systems (ATEX) by June 1987 and the Initial Operating Capability (IOC) by late summer 1987. (In addition, P&PD
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personnel were invited to attend a two day operation design review by Lockheed in the New Jersey test plant, on 28 and 29 April.

* G. ^{The} On 7 April the Office of Logistics, Printing and Photography Division (OL/P&PD) ~~used its sound recording facilities for live narration on a highly sensitive motion picture film.~~ This is an Office of Development & Engineering (OD&E) project being monitored by a Lawrence Livermore Laboratory representative on site in P&PD from California.

II. Significant Events Anticipated During the Coming Week



The office of Logistics,

supplied recording expertise, equipment, and the services of a professional narrator to create a sound track to be used in a highly sensitive motion picture about satellite reconnaissance.

This is an Office of Development & Engineering (OD&E) project which was monitored by a Lawrence Livermore Laboratory representative at the Printing and Photography Building.

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REAL ESTATE AND CONSTRUCTION DIVISION WEEKLY REPORT
FOR PERIOD ENDING 8 APRIL 1986

1. Progress Report Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

2. Items or Events of Major Interest That Have Occurred
During the Preceding Week:

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~~c. Acquisition of Space at Chamber of Commerce~~ - Effective 15 April, 1986, ~~the Agency will acquire an additional 2,000 square feet of office space on the first floor at Chamber of Commerce Building. This space is adjacent to portions already under direct lease and being used by Office of Training and Education. Of the total 9,953 square feet on the building's first floor, we will now have 4,450 square feet under direct lease.~~

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Approximately 45% of the first floor is under direct lease to the Agency.

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SUBJECT: Real Estate and Construction Division Weekly Report for
Period Ending 8 April 1986

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A representative from the Office of Logistics

f. Vienna Transportation System - The Real Estate and Construction Division (RECD) parking coordinator met with the planning director from the Town of Vienna to discuss proposed transportation systems in Vienna. Two transportation systems have been developed to alleviate anticipated traffic congestion when the new Metro Line opens. In addition to a carpool system, Vienna has also setup a Feeder Bus system running through Technology Park between the Vienna Metro Stop and the Dunn Loring Metro Stop. The bus system will begin in June 1986. ~~The parking coordinator is coordinating with DC/SS/OI about Security issues concerning employee use of these systems. RECD will become involved in the proposed transportation programs to the extent possible.~~ *Under review by Office of Logistics Security Staff.*

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SUBJECT: Real Estate and Construction Division Weekly Report
for Period Ending 8 April 1986

h. Painting in the Ames Parking Garage - The Ames Building owners are painting the garage levels. The garages are being painted one level each weekend. The Real Estate and Construction Division, OL, parking coordinator has published an Ames Employee Notice that the work will commence on 12 and 13 April. Since that level is used by many employees working weekends, an alternate garage level will be open those days. A Special Protective Officer or another designated official will be present on the open level that day to monitor the area.

3. Significant Events Anticipated During the Coming Week:

None.

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FACILITIES MANAGEMENT DIVISION, OL
WEEKLY REPORT PERIOD ENDING 9 APRIL 1986

1. Events of Major Interest That Have Occurred During the Preceding Week:

OL reports that commencing

Her a. ~~beginning~~ the weekend of 12 April, ~~a New Building~~ *to be removed* trees will begin Project Office contractor will start removing trees from the parking islands in the South Parking Lot in preparation for the reconfiguration of ~~the lot~~ *this parking area.*

by OL b. Requests for Proposals for renovation for the DDI Counterterrorist Center Project in the 2G, 6E and 6F corridors, involving 11,759 square feet of space, have been sent out to potential bidders. A pre-bid meeting and a walk-through were held on 7 April for the bidding contractors. *Proposals will be received and contract awarded on 11 April, with work scheduled to begin on 14 April. The project will be performed in the following phases:*

Phase I. The scope of work in the 6F corridor will be divided into two areas: (1) 6F20-44, consisting of 4,690 square feet of space, is scheduled to begin on 14 April and ~~to be completed and ready for occupancy by 23 May.~~ (2) Rooms 6F43-45, consisting of 2,000 square feet, is scheduled to begin 28 April, ~~and to be completed and ready for occupancy by 23 May.~~ *with completion and occupancy anticipated by 23 May*

Phase II. The area of 2G09-27, consisting of 2,790 square feet, is scheduled to ~~begin on~~ 2 June and ~~to be~~ completed by 27 June. *commence*

Phase III. The area of 6E2910-11, consisting of 2,030 square feet, is scheduled to begin ~~on~~ 7 July and ~~to be~~ completed by 28 July.

25X1 c. *To enhance the security of the DCI garage* An auto alert system ~~which notifies the guard of approaching vehicles has been installed in the DCI garage.~~ *to* The installation of additional flood lighting to illuminate the DCI garage entrance ~~and the pop-up barriers has been completed.~~ *have been installed by OL. project has also been*

49 d. The switchover from heating to air conditioning for the Headquarters Building will take place during the week of 14 through 18 April. *25X1 NO*

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f. Voice Communications Branch, OIT, requested toll free (800 number) telephone books be disbursed throughout the Agency supply rooms. One case will be placed in each of the 14 external supply rooms, one case will be sent to Procurement Division, and 12 cases will remain in the Headquarters Supply room.

g. An independent transportation consultant, will begin MCI bus driver training for four Motor Pool drivers on 19 April. The sessions are scheduled to run for six consecutive Saturdays with a completion date of 24 May 1986.

h. In accordance with the original Fine Arts Commission plan for better blending of satellite dishes on the Headquarters compound, Allied painted the foundation and column of the FBIS dish. Landscaping will follow.

2. Significant Events Anticipated During the Coming Week:

None

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Chief, Facilities Management Division, OL

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